



BULLETIN:

Child and Adult Care Food Program

**Child & Adult Care Centers,
Emergency Shelters, OSHC, &
Sponsors of Family Day Care Homes**
www.education.alaska.gov/tls/cnp

Child Nutrition Programs
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To: CACFP Agencies
CACFP Program Reviewers

Date: April 17, 2017

From: Ann-Marie Martin
CACFP Coordinator

Bulletin: 2017-04

Program changes as a result of USDA Policy Memos and Technical Assistance Memos are to be implemented immediately. Please file this bulletin for reference, guidance and compliance with the Child and Adult Care Food Program. Feel free to call the Child Nutrition Programs office if you need further clarification.

USDA Policy Memos

1. CACFP 08-2017 Q&A on the Updated Meal Pattern Requirements for the CACFP
2. CACFP 09-2017 Vegetable and Fruit Requirements in CACFP: Q&A
3. CACFP 10-2017 Taking Food Components off site Q&A

Bulletin Topics

4. New Meal Pattern Training Registration – due by May 5, 2017
5. Annual Paperwork deadline – September 1, 2017
6. CACFP Annual Training (earlier this year!) – due by June 30, 2017

1. CACFP 08-2017 Q&A on the Updated Meal Pattern Requirements for the CACFP

The purpose of this memorandum is to provide questions and answers on the meal pattern requirements. The Policy Memo can be found with this bulletin at: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

2. CACFP 09-2017 Vegetable and Fruit Requirements in CACFP: Q&A

The purpose of this memorandum is to explain the vegetable and fruit requirements in the CACFP and includes questions and answers. This revision amends the policy for crediting mixtures of vegetables and fruits to allow them to count towards both the vegetable component and the fruit component. It also includes new questions and answers.

The policy memo can be found with this bulletin at: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

3. CACFP 10-2017 Taking Food Components off site Q&A

The purpose of this policy memorandum is to extend to the at-risk afterschool component of the CACFP the flexibility to take certain food items offsite. This is currently permitted in the SFSP and NSLP. This memo supersedes CACFP 22-2016 that came out in August 2016.

The policy memo can be found with this bulletin at: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

4. New Meal Pattern Training Registration – due by May 5, 2017

Our New CACFP Meal Pattern training will take place next month – don't miss the registration deadline!

Every agency is required to attend this webinar training and we are offering the Webinar three times to ensure all agencies will have the opportunity to attend. Register for one of the sessions no later than May 5th!

- May 16th 1:00pm – 5:00pm
- May 23rd 1:00pm – 5:00pm
- May 31st 1:00pm – 5:00pm

School districts that serve pre-K children are required to follow the CACFP Meal Pattern starting in FY18. If any CACFP agencies purchase meals from a school district the agency must be sure the school district complies with the new CACFP Meal Patterns (not the NSLP Meal Patterns). To assist with compliance, Child Nutrition Programs is offering a webinar for school districts that will only focus on the differences between these two child nutrition programs for the pre-k age group:

- May 17th 1:00pm – 3:00pm

Training registration is included with this bulletin and can be found at:

<http://education.alaska.gov/tls/cnp/CACFP4.html>.

5. Annual Paperwork deadline – September 1, 2017

Annual paperwork is due **no later than September 1, 2017**. There are two exceptions to this deadline:

- 1) The One Month Enrollment Report (OMER) which will be completed during the month of September, 2017 and reported to the state no later than October 10, 2017. This is the report the documents the income classifications for all children or adults in care for centers and outside school hour care programs.
- 2) The Nonprofit Food Service (NPFS) Financial Report which is due no later than November 10, 2017. This is the report that documents the amount of reimbursement the agency has received from CACFP and the break-out of actual expenditures during the program year.

FY2018 paperwork requirements will be posted on the CNP database under the Packet Tab on August 1, 2017.

6. CACFP Annual Training (earlier this year!)

Annual required training is taking place earlier this year to adjust for the earlier deadlines. **Registration Deadline is no later than June 30, 2017.**

We will be offering both in-person training and webinar trainings to accommodate all agencies. It is requested that the CACFP Administrator attend an in-person training if possible. The CACFP administrator must attend the state training(s) and then train the appropriate staff using information provided by Child Nutrition Programs. The agency staff training should include more than the state training, and include agency procedures/policies.

The only programs that have separate state trainings this year are the Emergency Shelters and School District At-Risk programs. All the rest of the CACFP agencies should attend the general state Administrative Training.

NOTE: Any centers or Head Start agencies serving infants are also required to attend the Infant Training (offered in-person and webinar).

NOTE: Any Head Start agencies that also operate child care or outside school hours care programs are required to attend a one-hour webinar for the One Month Enrollment Report (OMER).

NOTE: School districts operating at-risk programs are required to attend a two-hour webinar for School District At-risk programs.

Training registration is included with this bulletin and can be found at:
<http://education.alaska.gov/tls/cnp/CACFP4.html>.

Contact Information

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Commonly Used Acronyms

CACFP – Child and Adult Care Food Program
CNP – Child Nutrition Programs
FNS – Food & Nutrition Services
FNSRO-Food & Nut Services Reg. Office
USDA – U.S. Department of Agriculture
LEA – Local Education Authority
DEC – Department of Conservation

All attachments for this bulletin can be found on the State of Alaska Child Nutrition Programs, CACFP Bulletins page: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

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- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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